

## **SUMMARY OF THE 2019-2021 COLLECTIVE BARGAINING AGREEMENT BETWEEN THE STATE OF MINNESOTA AND MINNESOTA NURSES ASSOCIATION (MNA)**

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Unless otherwise indicated, all changes are effective \_\_\_\_\_.

### **THROUGHOUT**

Gender-specific pronouns throughout the contract updated.

### **ARTICLE 1 – PREAMBLE**

Technical date change.

### **ARTICLE 2 – RECOGNITION**

No change.

### **ARTICLE 3 – ASSOCIATION SECURITY**

No change.

### **ARTICLE 4 – HOURS OF WORK AND OVERTIME**

Section 5. Continuous Schedules. A. There shall be no split shifts. Add language to allow for nurses to be assigned mandatory overtime after their last scheduled shift before an approved leave in emergencies. Add language that defines an emergency.

Section 5. Continuous Schedules. F. Double Back Assignments. Add language to require at least 7 ½ hours between scheduled shifts. Employees who are scheduled for a shift that is less than 7 ½ hours after their previous shift will be compensated at time and one-half for all hours worked on the shift following the hours of rest.

Section 5. Continuous Schedules. G. Overtime Distribution – Continuous Operations. 1. On Duty Descending Order. Delete. Replace with (New) Advanced Known Overtime language. Whenever practicable, management will offer advanced known overtime to those capable, qualified, and interested nurses in order of bargaining unit seniority.

Section 5. Continuous Schedules. G. Overtime Distribution – Continuous Operations. 2. Off Duty Descending Order. Delete. Replace with (New) Subsequent Shift Overtime language. Order in which overtime is offered when there is a need for someone to work overtime on the immediate subsequent shift.

Section 5. Continuous Schedules. G. Overtime Distribution – Continuous Operations. 3. On Duty Ascending Order. Delete.

Section 5. Continuous Schedules. G. Overtime Distribution – Continuous Operations. 4. Subsequent Overtime in Pay Period. Delete.

Section 5. Continuous Schedules. G. Overtime Distribution – Continuous Operations. 5. Emergencies. Delete.

Section 5. Continuous Schedules. G. Overtime Distribution – Continuous Operations. 6. Patient Safety. Delete.

Section 6. Extra Shifts for Part-Time Nurses. A. Prior to Posting of the Work Schedule. Modify language to identify when the preliminary schedule is posted with open shifts and order in which part-time and intermittent nurses select open shifts.

Section 9. Work Schedules. Add language that an exchange that results in a nurse working two consecutive shifts (“a double”) requires approval from the supervisor and, if approved, the nurse would waive overtime in this case. Technical change. Apostrophe added.

Section 15. Flexible Scheduling. Add “flexible” for language clarity.

#### **ARTICLE 5 – HEALTH AND SAFETY**

No change.

#### **ARTICLE 6 - HOLIDAYS**

No change.

#### **ARTICLE 7 – VACATION LEAVE**

Section 2. Length of Service. Delete outdated language in reference to Length of Service Requirements determined prior to July 9, 1975.

#### **ARTICLE 8 – SICK LEAVE**

No change.

#### **ARTICLE 9 – INJURED ON DUTY**

Section 1. Special Rate. B. (New) Add language on how to compensate employee if the employee’s on-the-job injury requires them to seek medical treatment during or immediately following their shift.

#### **ARTICLE 10 – LEAVES OF ABSENCE**

Section 2. Paid Leaves of Absence. E. Voting Time Leave. Add tribal elections into voting time section so that tribal elections are not treated differently than any other election.

#### **ARTICLE 11 – VACANCIES, FILLING OF POSITIONS**

No change.

#### **ARTICLE 12 – SENIORITY**

No change.

## **ARTICLE 13 – LAYOFF AND RECALL**

No change.

## **ARTICLE 14 – PERSONNEL FILES**

No change.

## **ARTICLE 15 – TERMINATION OF EMPLOYMENT, DISCIPLINARY ACTIONS**

No change.

## **ARTICLE 16 – GRIEVANCE PROCEDURE**

Section 1. Definition of a Grievance. Add “or designee” when describing with whom nurses are encouraged to first attempt to informally resolve their grievances.

## **ARTICLE 17 – WAGES**

Section. 3. Conversion. Technical date changes.

Section. 4. First Fiscal Year Wage Adjustment. Effective July 1, 2019, all salary ranges and rates shall be increased by two and one-quarter percent (2.25%), rounded to the nearest cent.

Section 5. Second Fiscal Year Wage Adjustment. Effective July 1, 2020, all salary ranges and rates shall be increased by two and one-half percent (2.50%), rounded to the nearest cent. This salary adjustment shall be given to all employees including those employees whose rates of pay exceed the maximum rate for their class.

Section 6. Progression. Delete outdated language referencing designated anniversary date.

Section 7. Achievement Awards. Modify language to allow Appointing Authority to determine how an achievement award is distributed (step increase or lump sum payment).

Section 13. Shift Differential. Modify shift hourly differential rate to \$1.75.

Section 14. Officer of the Day (OD) Differential. Modify OD hourly differential rate to \$2.00. Technical change to reference section 13.

Section 15. Change Nurse Differential. Modify Charge Nurse hourly differential rate to \$1.65. Technical change to reference section 13.

Section 24. Student Loan Payment Reimbursement. Delete end date for section.

## **ARTICLE 18 – INSURANCE**

Section 1. State Employee Group Insurance Program (SEGIP). Modify language so the summary of benefits is now distributed electronically.

Section 3. Eligibility for Employer Contribution. D. Special Eligibility. 3. Corrections Early Retirement Incentive. b. Eligibility Conditions for Nurses Appointed to a Classification Covered

by the Correctional Early Retirement Plan Prior to July 1, 2009. Add language that CERP employees retiring directly from an unpaid medical leave must continue their coverage throughout the leave in order to qualify for the Employer Contribution.

Section 4. Amount of Employer Contribution. Technical date change.

Section 4. Amount of Employer Contribution. A. Contribution Formula – Health Coverage. 1. Nurse Coverage. Technical date changes.

Section 4. Amount of Employer Contribution. A. Contribution Formula – Health Coverage. 2. Dependent Coverage. Technical date changes.

Section 4. Amount of Employer Contribution. B. Contribution Formula – Dental Coverage. 1. Nurse Coverage. Technical date changes.

Section 5. Coverage Changes and Effective Dates. A. When Coverage May Be Chosen. 1. Newly Hired Nurses. Delete language that defaults re-hired employees and dependents to the previous plan administrator.

Section 5. Coverage Changes and Effective Dates. B. When Coverage May be Changed or Cancelled. 1. Changes Due to a Life Event. e. Clarify that a change in the place of residence of the employee, retiree or their spouse or dependent is only a qualifying life event if the change is outside the health plan service administrator's service area.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. Technical date changes throughout section.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options. 4) Advantage Benefit Chart for Services Incurred during Plan Years 2020 and 2021. Update chart to show plan design changes.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. b. Office Visit Copayments. Modify language to allow a \$70 first-dollar credit in 2021 to individual deductibles conditional upon completing qualifying activities in the State of Wellbeing program.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. e. Prescription Drugs. 1) Copayments and annual out-of-pocket maximums. Update section to show plan design changes.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. j. Lifetime maximums and non-prescription out-of-pocket maximums. Update section to show plan design changes.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 3. Benefit Level Two Health Care Network Determination. a. & b. Technical date changes.

Section 7 Optional Coverages. A. Nurse and Family Dental Coverage. 2. Coverage Under the State Dental Plan. a. Copayments. Technical date change.

Section 7 Optional Coverages. A. Nurse and Family Dental Coverage. 2. Coverage Under the State Dental Plan. c. Annual maximums. Add language that excludes the cost of preventative services from annual maximum.

Section 7. Optional Coverages. A. Nurse and Family Dental Coverage. 2. Coverage Under the State Dental Plan. d. Orthodontia lifetime maximum. Increase lifetime maximum benefit for orthodontia from \$2,400 to \$3,000.

Section 7. Optional Coverages. B. Life Coverage. 1. Nurse. Add language so that an employee may only be covered by one state sponsored life coverage policy.

Section 7. Optional Coverages. B. Life Coverage. 2. Spouse. Add language so that a spouse may only be covered by one state sponsored life coverage policy.

Section 7. Optional Coverages. B. Life Coverage. 3. Children/Grandchildren. Technical change to update cross reference. Add language so that children/grandchildren may only be covered by one state sponsored life coverage policy. Change when a child/grandchild's life insurance coverage commences.

Section 7. Optional Coverages. D. Accidental Death and Dismemberment Coverage. Add language to increase the amount of accidental death and dismemberment coverage an employee may purchase.

Section 7. Optional Coverages. E. Vision Coverage. Add new section which specifies that a fully employee paid vision benefit will be available beginning January 1, 2021 subject to agreement by the subcommittee of the Joint Labor Management Insurance Committee to the benefit set determined through the state's Request for Proposal (RFP) process. Subsequent re-lettering.

#### **ARTICLE 19 – MANAGEMENT RIGHTS**

No change.

#### **ARTICLE 20 – RELOCATION EXPENSES**

No change.

#### **ARTICLE 21 – EXPENSE ALLOWANCES**

Section 2. Automobile Expense. State-owned Vehicle Not Available. Delete outdated reference to "Transportation Department Records."

Section 4. Overnight Travel. Delete language allowing reimbursement for personal telephone call charges.

Section 5. Meal Allowances. D. Reimbursement Amount. Modify reimbursement amount for breakfast, lunch, and dinner.

## **ARTICLE 22 – BULLETIN BOARDS**

No change.

## **ARTICLE 23 – CAREER DEVELOPMENT**

No change.

## **ARTICLE 24 – NO STRIKE OR LOCKOUT**

No change.

## **ARTICLE 25 – ASSOCIATION MEETINGS WITH THE APPOINTING AUTHORITY OR DEPARTMENT**

No change.

## **ARTICLE 26 – WORK RULES**

No change.

## **ARTICLE 27 – SAVINGS CLAUSE**

No change.

## **ARTICLE 28 – NURSE DRUG AND ALCOHOL TESTING POLICY**

No change.

## **ARTICLE 29 – NON-DISCRIMINATION**

No change.

## **ARTICLE 30 – ADA/WORKERS' COMPENSATION**

No change.

## **ARTICLE 31 – DURATION**

Technical date change. Technical legislative session change

## **APPENDIX A**

No change.

## **APPENDIX B**

No change.

## **APPENDIX B1**

No change.

## **APPENDIX C – SICK LEAVE**

No change.

## **APPENDIX D-1, D-2 – COMPENSATION GRIDS and CLASSES AND SALARIES**

Appendix D-1 – Class Assignments to Salary Grid, July 1, 2019 through June 30, 2020

Appendix D-1 – Salary Schedules, July 1, 2019 through June 30, 2020

Appendix D-2 – Class Assignments to Salary Grid, July 1, 2020 through June 30, 2021

Appendix D-2 – Salary Schedules, July 1, 2020 through June 30, 2021

## **APPENDIX E**

No change.

## **APPENDIX F – STATUTORY LEAVES**

No change.

## **APPENDIX G – COMMITTEE ON PROFESSIONAL NURSING CONCERNS**

No change.

## **APPENDIX H – DEPARTMENT OF HUMAN SERVICES LOCAL AND DEPARTMENTAL LABOR/MANAGEMENT COMMITTEES**

No change.

## **APPENDIX I – DEPARTMENT OF HUMAN SERVICES – ALL INSTITUTIONS**

No change.

## **APPENDIX J – MINNESOTA STATE COLLEGES AND UNIVERSITIES (MINNESOTA STATE)**

No change.

## **APPENDIX K**

Delete 9/7/1999 meet and confer letter. Delete 7/25/2007 organizational changes letter. Delete 4/22/2009 joint labor management committee letter. Add 3/8/2020 meet and confer letter regarding double back assignments, block scheduling, and granting of vacation.

## **APPENDIX L**

No change.

## **APPENDIX M**

No change.

## **APPENDIX N**

No change.

#### **APPENDIX O – AGREEMENT REGARDING MANDATORY OVERTIME**

No change.

#### **APPENDIX P – MEMORANDUMS OF UNDERSTANDING**

Technical date change on MOU between Minnesota Veterans Home - Fergus Falls and MNA on Article 21.

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